



## REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

<b>Date:</b> 2-21-17	<b>Interviewer:</b> Mohammed Cato	<b>RFA #17 – 17</b>
<b>Name of Person(s) Requesting Assistance:</b> [REDACTED]		
<b>Contact Numbers (telephone, e-mail, etc.):</b> [REDACTED]		
<b>Status of Person(s) Interviewed (title, position, student status, etc.):</b> Student		
<b>Requested Assistance Pertaining To (name, position, policy, project, etc.):</b> Unidentified		

To the best of your knowledge, please fill out the following:

Interviewee Status:    Male ☐ Female x    Administrator ☐    Faculty ☐    Staff ☐    Student x  
 Concern Regarding:    Male ☐ Female ☐    Administrator ☐    Faculty ☐    Staff ☐    Student ☐

**Category:** *(Please check at least one)*

- |  |   |   |                                     |  |
|--|---|---|-------------------------------------|--|
| <input type="checkbox"/> Age                           | <input type="checkbox"/> Color                        | <input type="checkbox"/> Creed              | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status      |
| <input type="checkbox"/> Marital Status                | <input type="checkbox"/> National Origin              | <input type="checkbox"/> Race               | <input type="checkbox"/> Religion   | <input type="checkbox"/> Retaliation         |
| <input type="checkbox"/> Sex/Gender                    | <input checked="" type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression |   |   |                                     |  |

Time Line		
Date	Item	Comments
2-20-17	SGS receives email from [REDACTED]	[REDACTED] notifies SGS that she has found the following words on her whiteboard outside of her residence hall door: "I Wanna Rape You". See email and photo.
2-20-17	SGS calls Chief Darin Rasmussen (UP)	SGS spoke with Chief Rasmussen asking if he had any knowledge or involvement in this issue as outlined in [REDACTED] email. Chief Rasmussen indicated that he would put an extra patrol car in the area for the evening and follow up with his officers in the morning.
2-20-17	SGS calls [REDACTED]	SGS calls [REDACTED] after receiving an email on February 20 <sup>th</sup> to follow up with her and offer emotional support resources and to check in to see if she was doing okay. [REDACTED] indicated to SGS that she was okay and that she received support from staff and that staff had relocated her to a holding room. SGS asked [REDACTED] if she felt safe. It was clear that she was concerned but [REDACTED] said that she felt safe for the night. SGS indicated that she contacted University Police and that Chief Rasmussen indicated that he would put an extra patrol car in her residence hall area for that night. SGS asked [REDACTED] if she would be willing to come into the office the next morning about the incident and talk to MC. She indicated that her class ends at 9:50 and that it would take some time to walk but she could be there between 10:00 and 10:15. SGS gave [REDACTED] her cell

		phone number and told her if anything came up that evening [REDACTED] should feel comfortable giving SGS a call [REDACTED] indicated that she appreciated SGS' phone call.
2-21-17	MC meets with [REDACTED] and [REDACTED]	<p>[REDACTED] is a Resident Advisor for [REDACTED]. She wants to continue being an RA but feels that her safety has been compromised due to 2 incidents she experienced in the residence halls. Last Nov. 12<sup>th</sup>, 2016, a convicted felon entered her room while she was home. The felon wore her clothes and was going through her make-up when Police found him and arrested him [REDACTED] has some suggestions for University Residences to make her feel safer in the community. Her suggestions are as follows:</p> <ol style="list-style-type: none"> <li>1) Improve lighting behind [REDACTED]</li> <li>2) Allow [REDACTED] to lead a discussion with her stack, alongside RA [REDACTED] about the writing on the whiteboard</li> <li>3) Wants Leonard Jones (UR Director) to know that she felt demoralized during Fall Quarter when [REDACTED] reprimanded her for leading a discussion about the male individual that entered her room without permission</li> <li>4) Provide [REDACTED] with an extension for completing One on Ones with her residents</li> <li>5) Install a safety chain on her door</li> <li>6) Reach out to professors for academic support if necessary (EOO)</li> <li>7) Look into creating a gated entrance</li> </ol> <p>MC asked [REDACTED] if she would like for MC to pass her suggestions on to Leonard and Scott. [REDACTED] indicated that she would like MC to do so. MC indicated that he would share the information with Leonard and Scott and ask them to follow up with her. MC said that he would check in with [REDACTED] to see if she was able to speak to Leonard or Scott. MC discussed available resources such as CASAS, the Counseling Center, and Academic Support. [REDACTED] said she planned on scheduling an appointment with CASAS and might need some flexibility from her professors with class attendance and readings. MC offered to assist with these pieces and said that he might check in on [REDACTED] from time to time and [REDACTED] indicated that she would appreciate it.</p>
2-22-17	MC calls Scott Lepia about [REDACTED] concerns	MC calls Scott and relates [REDACTED] concerns to Scott. Scott says that he will look into the concerns and follow up with [REDACTED].
2-27-17	MC calls [REDACTED] to check in and update and leaves a voicemail	
Week of 3-6-17	MC follows up with Scott and Leonard separately	During this week, MC visits separately with Scott and Leonard to discuss [REDACTED] concerns. Scott indicates that he has had several conversations with [REDACTED] and that he is working with her on her concerns. He also mentions that he offered to move [REDACTED] elsewhere or examine other positions for [REDACTED] if she no longer wishes to be an RA or an RA in [REDACTED]. Leonard indicates that he is working with Terence and that there will be some type of follow up with [REDACTED].
3-8-17	MC leaves a voicemail for [REDACTED]	
Spring Break	MC calls [REDACTED]	

3-20-17 to 3-27-17		
3-29-17	MC calls [REDACTED]	<p>[REDACTED] apologizes for not responding to MC's messages. [REDACTED] indicates that she was having problems with her cell phone and voicemails. [REDACTED] indicated that her RD, Tomoko Matsui, has been very supportive. She also indicated that she was able to talk to Terence Symonds, Associate Director of UR Facilities, about providing additional lighting behind [REDACTED] and creating some type of fence. There was also discussion about possibly implementing a few security cameras in [REDACTED]. Due to the structure of the door, it was determined that applying a chain would not work. A sliding bolt was discussed as a possible alternative to a chain but [REDACTED] decided not to go this route after talking to facilities staff. [REDACTED] also shared that she was able to lead a discussion with her stack and with [REDACTED]. [REDACTED] said that she did not have any problems last quarter with her grades or keeping up with classes.</p> <p>[REDACTED] indicated that she was appreciative of UR's response but indicated she was dissatisfied with the amount of time that it took for UR to do something, given the incident that occurred to her in the Fall. [REDACTED] said that she would contact EOO if any more concerns arose.</p>
4-18-17	MC meets with Terence Symonds to discuss safety measures in [REDACTED]	MC and Terence talk about lighting and a gates for outside residence halls.
4-19-17	MC and Terence schedule to meet to inspect the [REDACTED] Residence Hall	